Advocacy Letter Writing Workshop

Using the advocacy letter scoring rubric provided as a guide (this is the same rubric which will be used to evaluate your final), carefully read the anonymous letter you have been provided and answer the following questions. This sheet will be returned to the owner of the paper along with the draft containing your written comments.

**Organization and Argument.**

What is the writer’s desired outcome?

How does the writer argue for that outcome?

If the argument is unclear, indicate the areas on the paper where you feel that it is unclear and explain why.

**Content Accuracy.**

List here and indicate on the writer’s paper the verifiable facts about the topic. If the facts are not verifiable, make a note on the paper and do NOT list them below.

1)

2)

3)

4)

5)

**Grammar and Spelling (Conventions).**

Indicate on the writer’s draft any spelling or grammar mistakes that you find. Count the number of mistakes and provide a score based on the rubric.

**Identification of Audience.**

Does the writer: 1) clearly identify their audience, and 2) address their audience respectfully?

Who is the audience?

If the writer does not clearly identify the audience, suggest a way in which the writer might clarify who they are writing this letter to.

If the writer does not address their audience respectfully, give specific examples of how they might change their voice to address the audience appropriately.

**Writer’s Voice.**

How is the writer’s voice unique?

Giving examples, what could the writer do to improve their voice?

**Format.**

Using the rubric as a guide, provide a score for format. If the writer deviates from the required format, indicate where and show how they should correct the problem.